

AGENDA



Thursday, October 16, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 22

Subject: Authorize award and execution of a 36-month requirements service contract with BIOGARDENER, LLC, Austin, TX, for landscape services in an estimated amount not to exceed \$180,522, with three 12-month extension options in an estimated amount not to exceed \$60,174 per extension option, for a total estimated contract amount not to exceed \$361,044.

Amount and Source of Funding: Funding in the amount of \$50,000 is available in the Fiscal Year 2008-2009 Operating Budget of the Building Services Department. Funding in the amount of \$10,174 is available in the Tax Increment Financing Fund for Tax Increment Financing Reinvestment Zone #15. Funding for the remaining twenty-four months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Tina Holmes, Buyer II/974-2822

Purchasing Language: Best evaluated bid of seven bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This agreement will provide landscaping services at both City Hall and the Municipal Building. Services provided will be native landscape installation and maintenance. Installation services will include remediation, to include any necessary replanting, and a one-time cleanup of the City Hall planting beds. The remediation and cleanup services will rely on the pre-existing native landscape plan for City Hall. Maintenance will include the monthly service of all landscape areas at both City Hall and the Municipal Building. Allowances have been included for irrigation system repairs, arborist work, and the replacement of diseased or stressed plants.

MBE/WBE solicited: 38/12

MBE/WBE bid: 2/1

PRICE ANALYSIS

- a. Adequate competition.
- b. Fifty notices were sent, including 38 MBEs and 12 WBEs. Seven bids were received with two MBEs and one WBE responding.

APPROVAL JUSTIFICATION

- a. Best evaluated bid received. BioGardener is not currently providing these services to the City.
- b. The Purchasing Office concurs with the Building Services' recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.